



30 OCT 1986

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Request for Approval to Acquire/Renovate Office Space for the
Office of Finance

FROM:

Director of Finance
1212 Key Bldg.

DATE

28 October 1986

TO: (Officer designation, room number, and building)

DATE

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across columns after each comment.)

RECEIVED

FORWARDED

1.

D/OF

12/24/86 LEE

For signature

2.

3.

D/OF

For approval

4.

5.

DDA
7 D 24 HQS

3 FEB 1987

WJD

For approval

6.

No. 2 don't
approve this now!
2 Feb 87

7.

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Return original to:
D/OF
1212 Key

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OF 0719-86
29 October 1986

MEMORANDUM FOR: Deputy Director for Administration

VIA: Director of Logistics

FROM: Allen R. Elkins
Director of Finance

SUBJECT: Request for Approval to Acquire/Renovate Office
Space for the Office of Finance

1. Approval Requested: Approval is requested for the leasing and renovation of approximately 3,200 square feet of office space for the Office of Finance's Financial Systems Division

2. Background: Space to house the Price Waterhouse contractors who are presently engaged in work on the development of the new payroll system in connection with the Automated Compensation and Information System (ACIS) project for the Office of Finance (OF) was included in the 1986 contract in hopes that Price Waterhouse would be able to locate and provide the space. It appears that the contractor will be able to provide satisfactory space at a total cost of \$58.00 per square foot. Of concern, however, is that this space would not permit access to Agency mainframe computer systems and the location would be somewhat removed from other OF systems personnel housed in . The Price Waterhouse contractors are currently housed in building but the allocated space is shrinking as Office of Information Technology (OIT) projects grow. There is a need to bring in additional contractor resources to work on the ACIS project and space is presently not available to do this. The acquisition of the space would allow for the continued direct work with OIT and OF on the development and enhancement of systems without an inordinate cost or amount of commute time involved. If space cannot be acquired in it is requested that OF be considered for other available space in Agency buildings or other space arrangements through a lease that is less costly than the \$58.00 per square foot rate required if we have Price Waterhouse acquire the space.

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4. Recommendation: It is requested that approval be granted for the acquisition of space cited above as soon as possible.

STAT

~~for~~ Allen R. Elkins

CONCUR:

Director of Logistics

Date

APPROVED:

Deputy Director for Administration

Date

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